



**THOMAS L. GARTHWAITE, M.D.**  
Director and Chief Medical Officer

**FRED LEAF**  
Chief Operating Officer

COUNTY OF LOS ANGELES  
DEPARTMENT OF HEALTH SERVICES  
313 N. Figueroa, Los Angeles, CA 90012  
(213) 240-8101

BOARD OF SUPERVISORS

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First District

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Fifth District

June 17, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**ESTABLISH A CAPITAL PROJECT FOR THE MODIFICATION OF  
TWO RADIOGRAPHIC ROOMS AT HARBOR-UCLA MEDICAL CENTER  
AND APPROVE AN APPROPRIATION ADJUSTMENT (C.P. No. 86709)  
(Second District) (3 Votes)**

**JOINT RECOMMENDATIONS WITH THE CHIEF ADMINISTRATIVE OFFICER THAT  
YOUR BOARD:**

1. Find these actions exempt from the California Environmental Quality Act (CEQA).
2. Establish Capital Project No. 86709 for the modification of two radiographic rooms at Harbor-UCLA Medical Center's Emergency Department and authorize the Department of Health Services to implement the project.
3. Approve the attached appropriation adjustment in the amount of \$212,000 from the Department of Health Services' (DHS) Fiscal Year (FY) 2003-04 Board Adopted Budget to the Harbor-UCLA Emergency Department Radiographic Rooms Replacement Project, C.P. No. 86709.
4. Authorize the County Purchasing Agent, or his designee, to issue a purchase order to the lowest responsible bidder, Siemens Medical Systems, Inc., in the amount of \$212,000 to modify two radiographic rooms at Harbor-UCLA Medical Center's Emergency Department.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:**

Approval of these recommended actions will establish a new capital project for Harbor-UCLA Medical Center and authorize the County Purchasing Agent to issue a purchase order to secure two new integrated diagnostic radiographic equipment systems and modify the existing rooms to house the equipment.

Harbor-UCLA Medical Center needs to replace two radiographic units in the Emergency Department. One unit is approximately 30 years old and has reached the end of its product life. The manufacturer has difficulty obtaining parts which negatively impacts patient access to the usage of the equipment and delays patient care delivery. The second unit is 10 years old, but has been deemed unsafe to use by the

manufacturer. The second unit can no longer be serviced and is not being used. Reliable diagnostic radiographic equipment is needed to support the operation of the emergency department and trauma center of the hospital.

The proposed modifications will include improvements to the heating, ventilation and air conditioning (HVAC) system, and mechanical, electrical, and structural upgrades to the existing rooms, which will house the new radiographic equipment. In addition, the existing floor plan and overhead suspension systems will be reconfigured to accommodate the new equipment.

The awarded vendor is responsible for and is required to provide all the architectural and engineering design work necessary to obtain Office of Statewide Health Planning and Development (OSHPD) approval and building permits for the equipment installation. Mechanical Department and Hospital Planning staff at Harbor-UCLA Medical Center will sign off on the vendor's plans as well as oversee construction and obtain OSHPD inspection sign off.

The estimated completion date will be 6 to 9 months after Board approval. The proposed project does not impact the scope of work for the current SB 1953 seismic retrofit project now in progress.

#### **Implementation of Strategic Plan Goals**

These actions meet the County's Strategic Plan Goal of Service Excellence by promoting best practices for patient care and the Goal of Fiscal Responsibility by investing in the public infrastructure. The equipment replacement permits usage of modern radiological technology, efficiency, and versatility and results in more rapid patient throughput.

#### **Consistency with DHS System Redesign**

These actions meet the Department's strategic goals by improving the health care provided by DHS and enhancing the health of the residents of Los Angeles County.

#### **FISCAL IMPACT/FINANCING:**

The room modification is estimated to cost \$212,000. Approval of the attached appropriation adjustment will transfer \$212,000 from DHS' FY 2003-04 Board Adopted Budget under Services and Supplies (S&S) to the Capital Project Budget under C.P. No. 86709 to fund construction.

The estimated cost for the equipment is \$192,897 which is within the County Purchasing Agent's statutory authority to purchase the equipment without obtaining Board approval prior to the acquisition of the equipment. The Department plans to use the Los Angeles County Capital Asset Leasing (LAC-CAL) Program to purchase the new equipment. Funding is included in the DHS' FY 2003-04 Board Adopted Budget.

There will be no impact on the County's General Fund since this project does not expand patient services and/or programs.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS:**

The purchase orders prepared for bid by the Internal Services Department include the purchase and installation of the equipment and modification of the rooms to accommodate the equipment. The total bid amount for two new integrated diagnostic radiographic systems is \$192,897, and for the room modification, \$212,000. The low bidder for both purchase orders is Siemens Medical Systems, Inc. (Siemens) who will supply the equipment and complete the modification work.

The County Purchasing Agent has delegated authority to purchase the equipment without Board approval since the total purchase cost is less than \$250,000.

**ENVIRONMENTAL DOCUMENTATION:**

This project is categorically exempt as specified in Appendix G, Class 1, and Subsection (d) of the County of Los Angeles Revised Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987. It is limited to interior alterations to an existing structure involving no expansion of use beyond that previously existing.

**CONTRACTING PROCESS:**

This action authorizes the County Purchasing Agent to issue a purchase order to the lowest responsible bidder, Siemens, for the refurbishment of the radiographic rooms.

The commodity purchase is under the statutory authority of the County Purchasing Agent. The purchase will be requisitioned through and accomplished by the County Purchasing Agent in accordance with the policies and procedures established by the Internal Services Department.

**IMPACT ON CURRENT SERVICES (OR PROJECTS):**

The replacement equipment is more efficient and versatile and will result in more rapid patient throughput.

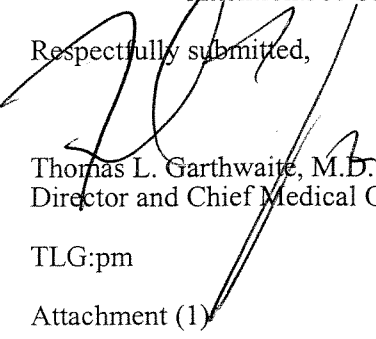
The Department will be returning to your Board within the next few months to request an increase to a previously approved capital project for improvement to a third radiology room at Harbor-UCLA Medical Center.

Upon approval by the Board of Supervisors, the Executive Officer, Board of Supervisors is requested to return adopted copies of this letter to:

Department of Health Services  
313. N. Figueroa St., 6<sup>th</sup> Floor East  
Los Angeles, CA 90012  
Attention: Contracts and Grants Division

Internal Services Department  
Purchasing Division  
1100 N. Eastern Avenue, Room 102  
Los Angeles, CA 90063  
Attention: Joe Sandoval, Division Manager

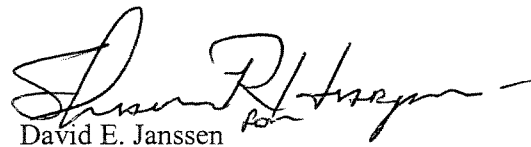
Respectfully submitted,

  
Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:pm

Attachment (1)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Auditor-Controller  
Internal Services Department

  
David E. Janssen  
Chief Administrative Officer

COUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S.  
No.

DEPARTMENT OF Health Services

May 3, 19 2004

## AUDITOR-CONTROLLER.

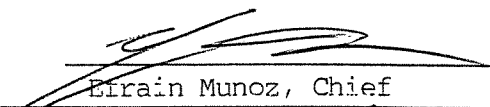
THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

3-VOTE

SOURCES:Coastal Healthcare Network  
Services and Supplies  
MN1-HH-60020-2000 \$212,000General Fund Subsidy (Coastal Healthcare Network)  
Operating Transfer Out  
A01-AC-21226-6100 \$212,000TOTAL: \$424,000USES:Coastal Healthcare Network  
Operating Subsidy  
MN1-HH-60020-9912 \$212,000Refurbished-Room Refurbishment  
Fixed Assets-Building & Improvements  
A01-CP-86709-6014 \$212,000TOTAL: \$424,000Justification:

This adjustment is necessary to allow Harbor-UCLA Medical Center to transfer \$212,000 from its Operating Budget under Services and Supplies, to the Capital Project Budget under C.P. No.86709. The project is required to refurbish two exiting radiographic rooms in order to house the newly purchased diagnostic radiographic equipment.

E:fl  
05/03/04  
Brian Munoz, Chief

CHIEF ADMINISTRATIVE OFFICER'S REPORT

DHS-Controller's Division

REFERRED TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR—

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

JUNE 16, 2004 19

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

19

AUDITOR-CONTROLLER BY

No. 316

JUNE 16 2004 19

BY

DEPUTY COUNTY CLERK